

Approved

Town of Brentwood

Budget Committee

Minutes of November 30, 2015

Meeting: Regular Budget committee meeting held at the Brentwood Town Office

Present: Krista Steger, Chairperson, Melissa Hanlon, Keith Levitsky, Bill Faria, Malcolm Allison, Jeff Bryan, Elyse Gallo, Amy Mitchell

Visitors: Melissa Litchfield, Lisa Swasey, Rob Wofchuck, Scott Dennehy, George Zvodar, Barbara Zvodar

Chairperson Krista Steger called the meeting to order at 6:59 pm.

Approval of Meeting Minutes

November 16, 2015 Minutes: Linda Swasey misspelled should be Lisa Swasey. Motion to approve the minutes as corrected Elyse/Jeff, carried 8-0.

Correspondence

Krista received 3 E mails on her Town e-mail. She distributed copies. A personal E mail from Elyse to Melissa Litchfield was sent regarding School Board minutes timeliness and availability. At Krista's request, Amy Mitchell reviewed the current practice for their committee; in that, their minutes are taken by a teacher, Amy Wilson, held by the SAU 16 superintendent in draft form until the next meeting(possibly a month) for approval. Draft minutes are available to the general public by contacting the superintendent, they are not posted. Only the approved minutes are posted. This process meets the current RSA.

Melissa Litchfield sent an E-mail asking if any of the budget committee members had any issues with their current practice regarding minutes. Elyse pointed out that the process of not posting draft minutes and requiring individuals to ask for them individually is not in the spirit of timeliness and transparency, since individuals who cannot attend the school board meeting in person cannot easily see and read the SB proceedings for some time. She sent the email to Melissa Litchfield in order to get the issue on the next School Board Agenda. Amy stated that she would see that the issue of posting draft minutes would be on the next school board agenda for

discussion. The 3rd E-mail was from Liz Faria indicating that Elyse's E-mail was not a good way to start the budget season. Discussion followed. Krista provided a copy of the SB draft minutes.

Selectman's Update

Jeff advised that the tax collector has collected about \$1M so far which is on the order of 20%, a little slower rate than usual.

School Board Update

Amy reported that the SB has not seen the school budget yet, but it will be in their packet on Thursday along with the agenda for next Mondays SB meeting at 6:15PM. She encouraged all the Budcomm members to attend. It was noted in the SB draft minutes that the board had voted 3-2 to recommend 17 teachers be included in the draft budget prepared by the SAU 16. Amy agreed but stated that was not approved as of yet.

Budgets for Consideration

Krista passed out an updated spreadsheet showing that the town budget looks like a 0.6% increase over last year, excluding items the Budcomm has not addressed yet, and excluding the large decrease due to the change in assessment.

She commented that we are making good progress with the budgets and that the Dec 21 meeting may not be necessary.

Conservation Commission 4611 requested \$18,865, a 117% increase. Rob Wofchuck explained that the actual operating costs were the same as last year (\$8,665) but that there was 10K added to replenish the Town Conservation fund. He further explained that next year there would be another 10K requested for the same purpose as well as possibly additional funds based on what is used this year. He provided the members with summary information of the Conservation Commission's activities and projects, and reviewed the process of putting land into conservation, and how the Conservation Committee uses funds. Discussion and questions followed. Motion to approve Elyse/Keith carried 8-0.

Recreation 4520 requested \$42,680 a 0.2% increase. The upcoming retirement of the current Director was discussed, and in view of that, potential salary savings with a new individual. Jeff stated that it would be difficult to find someone to fill the position if the salary was any lower. Motion to approve Bill/Keith carried 8-0.

Insurance 4196 requested \$98,672 a 23% increase. Jeff explained that we have had a number of accidents and in view of that the insurance company has given us a 30% premium rate as we are now higher risk category. Motion to approve Jeff/Elyse carried 8-0.

Town Administrator 4130 requested \$96,677 a 4.6% increase. Jeff explained that the increase is due to paying the administrator 31.50/hr., a competitive rate with other towns. Motion to approve Elyse/Jeff carried 8-0.

Police Department 4210 requested \$680,745 a 5% increase. Jeff explained this is due to increases in salary, retirement and hours. Discussion followed. Motion to approve Jeff/Bill carried 8-0

Highway plus Snow & Ice 4312 requested \$446,667 a 6.8% increase. Jeff explained that one part-timer was going full time so salaries, insurance, and retirement went up. Discussion followed. Motion to approve Jeff/Bill carried 8-0.

Other Business

Krista noted that we would see the actual expenditures for 2015 in January and we could modify any of the budgets we have already approved if there are any clear disparities.

The remaining two town budgets will be addressed after the selectman have acted on them

Krista cancelled the December 21, 2015 meeting.

Next meeting will be on December 14, 2015.

Visitor Comment

None

Motion to adjourn 8:03 pm, Jeff/Elyse carried 8-0

Minutes respectfully submitted by Malcolm Allison